

CHARTER  
RESERVE FORCES POLICY BOARD

- A. Official Designation: The Committee shall be known as the Reserve Forces Policy Board (hereafter referred to as the Board).
- B. Objectives and Scope of Activities: The Board, under the provisions of 10 U.S.C. §§ 175 and 10301, and the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix, as amended), shall provide the Secretary of Defense, through the Under Secretary of Defense (Personnel and Readiness) and the Assistant Secretary of Defense (Reserve Affairs), independent advice and recommendations on matters relating to the Reserve Components. The Board shall act on those matters referred to it by the Chairman and, in addition, on any matter raised by a member of the Board.

The Board shall provide to the Secretary of Defense, for transmittal to the President and Congress, an annual report on the reserve programs of the Department of Defense and any other matters that the Board considers appropriate.

- C. Board Membership: The Board, pursuant to 10 U.S.C. § 10301(a), shall be composed of:
1. A civilian chairman appointed by the Secretary of Defense;
  2. The Assistant Secretary of the Army for Manpower and Reserve Affairs, the Assistant Secretary of the Navy for Manpower and Reserve Affairs, and the Assistant Secretary of the Air Force for Manpower and Reserve Affairs;
  3. An officer of the Regular Army designated by the Secretary of the Army;
  4. An officer of the Regular Navy and an officer of the Regular Marine Corps each designated by the Secretary of the Navy;
  5. An officer of the Regular Air Force designated by the Secretary of the Air Force;
  6. Four reserve officers designated by the Secretary of Defense upon the recommendation of the Secretary of the Army, two of whom must be members of the Army National Guard of the United States, and two of whom must be members of the Army Reserve;
  7. Four reserve officers designated by the Secretary of Defense upon the recommendation of the Secretary of the Navy, two of whom must be members of the Navy Reserve, and two of whom must be members of the Marine Corps Reserve;
  8. Four reserve officers designated by the Secretary of Defense upon the recommendation of the Secretary of the Air Force, two of whom must be members of the Air National Guard of the United States, and two of whom must be members of the Air Force Reserve;
  9. A reserve officer of the Army, Navy, Air Force, or Marine Corps who is a general officer or flag officer designated by the Chairman of the Board with the approval of the Secretary of Defense, and who serves without vote as military adviser to the Chairman and as executive officer of the Board; and
  10. An officer of the Regular Army, Regular Navy, Regular Air Force, or Regular Marine Corps serving in a position on the Joint Staff who is designated by the Chairman of the Joint Chiefs of Staff.

In addition to the aforementioned Board members, the Secretary of Homeland Security, whenever the U.S. Coast Guard is not operating as a service in the U.S. Navy, may designate two officers of the U.S. Coast Guard, Regular or Reserve, to serve as voting members of the Board.

Board members appointed by the Secretary of Defense, who are not full-time or permanent part-time federal employees shall be appointed as experts and consultants under the authority of 5

U.S.C. § 3109 these individuals shall serve as Special Government Employees. The Secretary of Defense shall renew their appointments on an annual basis.

Pursuant to 10 U.S.C. §§ 175 and 10301, these special government employees with the exception of travel and per diem for official travel shall not be entitled to receive compensation.

The Assistant Secretaries of the Military Departments listed above are regular government employees and shall serve based upon their positions in the Department of Defense.

The regular government employees listed in subparagraph 6, 7, 8, and 9 who are designated or appointed by the Secretary of Defense shall be renewed on an annual basis.

- D. Board Meetings: The Board or its approved subcommittees shall meet at the call of the Designated Federal Officer, who shall be a full-time or permanent part-time DoD employee appointed according to established DoD policies and procedures. The Designated Federal Officer or duly appointed alternate shall, in coordination with the Chairman approve all meeting agendas, attend all Board and subcommittee meetings, and adjourn any meeting the Designated Federal Officer determines adjournment to be in the public interest.

The Board, pursuant to DoD policy, shall be authorized to establish subcommittees, as necessary and consistent with its mission, and these subcommittees or working groups shall operate under the provisions of the Federal Advisory Committee Act of 1972 and other appropriate Federal Regulations.

Such subcommittees or workgroups shall not work independently of the chartered Board, and shall report their recommendations and advice to the Board for full deliberation and discussion. Subcommittees or workgroups have no authority to make decisions on behalf of the chartered Board nor can they report directly to the Agency or any Federal officers or employees who are not Board members.

- E. Duration and Termination of the Board: Pursuant to 10 U.S.C. §§ 175 and 10301 the need for this advisory function is on a continuing basis; however, it is subject to renewal every two years.
- F. Agency Support: The Department of Defense, through the Under Secretary of Defense (Personnel and Readiness) and the Assistant Secretary of Defense for Reserve Affairs, shall provide support as deemed necessary for the performance of the Board's functions, and shall ensure compliance with the requirements of 5 U.S.C., Appendix.
- G. Operating Costs. It is estimated that the annual operating cost, to include travel costs and contract support, for this Board is \$1,467,343. The estimated annual personnel costs to the Department of Defense are 9 full-time equivalents.
- H. Recordkeeping: The records of the Board and its subcommittees shall be handled according to section 2, General Record Schedule 26 and appropriate Department of Defense policies and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (5 U.S.C. & 552, as amended).
- I. Charter Filed: April 30, 2009